

Tailored Tuition

Staff Induction, Training and Supervision Policy

1. Purpose

Tailored Tuition is committed to ensuring that all staff are appropriately inducted, trained and supported to fulfil their roles safely and effectively. This policy outlines the organisation's approach to staff induction, safeguarding training and ongoing professional support.

2. Induction

All new staff will complete an induction appropriate to their role before working unsupervised with children and young people. Induction will include familiarisation with the organisation's safeguarding policies and procedures, staff responsibilities, reporting arrangements and relevant organisational policies.

3. Training

All staff will receive safeguarding training appropriate to their role as part of their induction and will undertake regular refresher training thereafter.

Where required through commissioning arrangements, staff will complete safeguarding training in accordance with the National Safeguarding Training, Learning and Development Standards (Wales). Staff working with Welsh local authorities will complete Group B Safeguarding Training, while the Designated Safeguarding Lead and Deputy DSL will complete Group C Safeguarding Training where required.

Tailored Tuition will also support staff in completing any additional mandatory training relevant to their role.

4. Supervision and Support

Staff will receive appropriate supervision and support to enable them to carry out their responsibilities effectively. Guidance and advice are available from the Designated Safeguarding Lead, and staff are encouraged to seek support whenever safeguarding concerns arise.

Tailored Tuition recognises that safeguarding matters can have an emotional impact on staff and will provide appropriate support following safeguarding incidents where required.

5. Review

This policy will be reviewed regularly to ensure it reflects current legislation, statutory guidance and organisational practice.